

The regular public meeting of the Board of the Library Trustees of the Lake Villa Public Library District, Lake County, Illinois, was held at 140 N. Munn Rd., Lindenhurst, Illinois, in said Public Library District. The meeting was called to order at 6:06 PM on the 10th day of August 2026, by President Schreck.

- ROLL CALL: Secretary Swan called roll. The following Trustees answered present: Denise Ruby, Paul Schreck, Jarrod Smith, and David Swan. Absent: Joel Beverley, Jennifer Durot, and Nate Gass. Also present: Director Mikael Jacobsen and Administrative Services Manager Julie Binkley. Guests: Head of Adult Services Tara Caldara and Adult Services Collection Development Librarian Kelly Ewalt.
- APPROVAL OF AGENDA: TRUSTEE RUBY MOVED TO APPROVE THE AGENDA AS PRESENTED. TRUSTEE SMITH SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-4; NAYS-0; ABSENT-3: BEVERLEY, DUROT, AND GASS.
- PUBLIC COMMENTS: None.
- APPROVAL OF MINUTES: TRUSTEE SMITH MOVED TO APPROVE THE BOARD MEETING MINUTES OF JULY 13, 2026, AND THE AUDIT & FINANCE, BUILDING & GROUNDS, EXECUTIVE FOUNDATION, AND PRESIDENT'S REPORT MEETING MINUTES OF JULY 13, 2026. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-4; NAYS-0; ABSENT-3: BEVERLEY, DUROT, AND GASS.
- PRESENTATION OF BILLS: August disbursements were presented in the amount of \$241,686.73. July payroll was \$159,677.78
- TREASURER'S REPORT: Account balances as of July 31, 2026 were as follows: Old National Bank Account=\$650,534.61; Schwab Investment Account=\$11,135,922.15; Schwab Short Term Account=\$2,218,342.82. Real estate taxes in the amount of \$155,456.57 and replacement property taxes in the amount of \$4,158.61 were received in the month of July.
- TRANSFER: A TRANSFER OF \$395,000 FROM THE SCHWAB ACCOUNTS TO THE OLD NATIONAL BANK ACCOUNT TO COVER SALARIES FOR JULY AND DISBURSEMENTS FOR AUGUST.
- APPROVAL OF BILLS, TREASURER'S REPORT, AND TRANSFER: TRUSTEE RUBY MOVED TO APPROVE THE BILLS, TREASURER'S REPORT, AND THE TRANSFER OF \$395,000 AS PRESENTED. TRUSTEE SWAN SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4: RUBY, SCHRECK, SMITH, AND SWAN. NAYS-0; ABSENT-3: BEVERLEY, DUROT, AND GASS.

Director's Report

Director Jacobsen highlighted the following from his report:

- The Summer Reading Program was another huge success with over 4,600 sign-ups, which reflects a 10% increase over last year!
- Tax Increment Financing (TIF) – provided an overview of three TIF districts within LVDL's boundaries.

- COMMUNICATIONS: The Communication folder consisted of the following:
- A thank you note from an LVDL employee to the Director and Board expressing their gratitude.
 - A copy of the “Lake Villa District Library Strategic Plan for Fiscal Year 2026-2027” document.
 - A copy of the “Library use in Fiscal Year 2025-2026” document.
- UNFINISHED BUSINESS: None.
- NEW BUSINESS: Adopt Ordinance #26-104 (Action)
TRUSTEE SMITH MOVED TO ADOPT ORDINANCE #26-104 – AN ORDINANCE AUTHORIZING THE TRANSFER OF \$183,321 OF UNEXPENDED FUNDS FROM THE GENERAL FUND TO THE SPECIAL RESERVE FUND AS PRESENTED AND DISCUSSED AT THE JULY 13, 2026 COMMITTEE MEETING. TRUSTEE RUBY SECONDED THE MOTION. UPON BEING PUT TO A ROLL CALL VOTE, THE MOTION CARRIED. AYES-4: RUBY, SCHRECK, SMITH, AND SWAN; NAYS-0; ABSENT-3: BEVERLEY, DUROT, AND GASS.
- Approve to Rescind the Notary Service Policy and Discontinue Notary Service (Action)
TRUSTEE SMITH MOVED TO RESCIND THE NOTARY SERVICE POLICY AND DISCONTINUE NOTARY PUBLIC SERVICE EFFECTIVE JANUARY 1, 2027. TRUSTEE RUBY SECONDED THE MOTION. The Board engaged in a lengthy discussion regarding the continuation of the library providing notary services. Head of Adult Services Tara Caldara and Adult Services Collection Development Librarian Kelly Ewalt, both highly experienced staff notaries, attended the meeting to provide additional insight into the complexities and challenges staff have encountered in providing this service including scheduling constraints, staff time, training requirements, and legal considerations. Following the discussion, the Board determined that the library will discontinue offering notary service effective January 1, 2027. This will allow adequate time to inform the public that this service will no longer be provided. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-4; NAYS-0; ABSENT-3: BEVERLEY, DUROT, AND GASS.
- PUBLIC COMMENTS: None.
- ADJOURNMENT: There being no further business, at 7:10 PM, TRUSTEE SMITH MOVED AND TRUSTEE RUBY SECONDED THAT THE MEETING BE ADJOURNED. UPON BEING PUT TO A VOTE, THE MOTION CARRIED. AYES-4; NAYS-0; ABSENT-3: BEVERLEY, DUROT, AND GASS.
- The next regular Board Meeting is scheduled for 6:00 PM, on September 14, 2026.

Secretary